

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
E-Mail: BC_County_Board@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that
the following meetings will be held**

**THE WEEK OF
July 25 – 29, 2016**

MONDAY, JULY 25, 2016

- | | | |
|----------|--|--|
| *6:00 pm | Land Conservation Subcommittee | Room 114, UW Extension
1150 Bellevue Street |
| *6:15 pm | Planning, Development & Transportation Committee | Room 114, UW Extension
1150 Bellevue Street |

TUESDAY, JULY 26, 2016
(No Meetings)

WEDNESDAY, JULY 27, 2016

- | | | |
|-----------|---|---|
| *10:00 am | Public Safety Communications Advisory Board | 2 nd Floor, Brown County PSC
3028 Curry Lane |
| *12:30 pm | Mental Health Treatment Committee – Ad Hoc | Board Room A, Sophie Beaumont Building
111 N. Jefferson Street |

THURSDAY, JULY 28, 2016
(No Meetings)

FRIDAY, JULY 29, 2016
(No Meetings)

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LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr,
Tom Sieber, Jeff Ronsman

LAND CONSERVATION SUBCOMMITTEE

Monday, July 25, 2016

6:00 pm

(PD&T to Follow)

Room 114, UW Extension

1150 Bellevue Street

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

NOTE MEETING LOCATION – ROOM #

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of June 27, 2016.

Comments from the Public

1. Departmental Openings Summary.
2. Budget Status Financial Report for June 2016.
3. Budget Adjustment Request (16-64): Any increase in expenses with an offsetting increase in revenue: Transfer of \$4,860 in SEG funds (DATCP SWRM) from Oconto County to Brown County.
4. Directors Report:
 - a. Land & Water Plan Schedule Update.
 - b. Plum and Kankapot Project Update.

Other

5. Such Other Matters as Authorized by Law.
6. Adjourn.

Norb Dantine, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Dave Kaster, Vice Chair

Norbert Dantine, Jr., Dave Landwehr, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, July 25, 2016

Approx. 6:15 PM (Or to follow Land Con)

*Room 114, UW Extension
1150 Bellevue Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA

***NOTE MEETING LOCATION – ROOM #**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of June 27, 2016.

1. Review minutes of: (None)

Comments from the Public

Communications

2. Communication from Supervisor Schadewald re: This communication is my request that the annual payment from Duke Energy for the Shirley Wind Project be placed in segregated fund in the 2017 budget under the Health Dept. for use in a study of health effects of wind turbines on residents of Brown County. *Referred from July County Board.*
3. Communication from Supervisor Erickson re: Look into the possible purchase of the property located on the Fox River at Broadway and West Mason Street to be used as port expansion that adds to the economy of Greater Green Bay and Brown County. *Held for 90 days.*
4. Communication from Supervisor Sieber re: To conduct a drainage study along County Highway A and I. *Referred from July County Board.*

UW-Extension

5. Budget Status Financial Report for May 2016.
6. Budget Adjustment Request (16-56): Any increase in expenses with an offsetting increase in revenue.
7. Director's Report.

Register of Deeds

8. Budget Status Financial Report for June 2016.
9. Departmental Openings Summary.

Port & Resource Recovery

10. 2017 Capital Improvements Program – Non Bonding Requests.
11. Cat Island Legal Opinion Regarding Corps Final Accounting.

12. Port Budget Status Financial Performance Report 2nd Qtr.
13. Resource Recovery Budget Status Financial Performance Report 2nd Qtr.
14. Director's Report.

Airport

15. 2017 Capital Improvements Program – Non Bonding Requests.
16. RFP for ARFF and Armed Security Services (Attachment forthcoming- also see below)
17. Budget Status Financial Report for June 2016.
18. Departmental Opening Summary.
19. Director's Report

Referral from July County Board

20. An Ordinance to Amend Sections 4.49 and 4.57 of the Brown County Code of Ordinances Entitled, Respectively, as "Extra Pay" and "Policy".

Planning and Land Services

Land Information – No agenda items.

Planning Commission

21. Update regarding development of the Brown County Farm property – standing item.
22. Departmental Opening Summary.
23. Capital Improvement Plan: 2017 Land Information/Tax Collection System.
24. Request for Approval to publish RFP for Project 2087: Land Information/Tax Collection System.
25. Budget Status Financial Report for June 2016 (Unaudited).

Property Listing

26. Budget Status Financial Report for June 2016 (Unaudited).

Zoning

27. Budget Status Financial Report for June 2016 (Unaudited).

Public Works

28. Summary of Operations.
29. Director's Report.
30. 2017 Executive Bonding Proposal and Capital Improvements Program – Non Bonding Requests.
31. Report & Discussion re: Housekeeper Turnover - Department Vacancies Report as of June 2016.
32. Resolution to Approval a Jurisdictional Transfer Agreement between the Wisconsin Department of Transportation and Brown County for CTH Y as part of the STH 29/STH 156 Intersection Improvement Project.
33. Bid recommendation and approval for Bid Project #2079 – Northern Building Boiler Replacement.
34. Budget Adjustment Request (16-69): Any allocation from a department's fund balance.
35. An Ordinance creating Section 6.14 of the Brown County Code entitled, "County Trunk Highway Maintenance and Improvements."

Other

36. Audit of bills.
37. Such other matters as authorized by law.
38. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf
Chief Dennis Rubin – DP Fire/Rescue
Chief David Litton – Green Bay Metro FD
Chief Rich VanBoxtel – Oneida PD
Chief – Wrightstown PD

Sheriff John Gossage – BC Sheriff
Chief Derek Beiderwieden – DePere PD
Chief Randy Bani – Hobart/Lawrence PD
Chief Mark Hendzel – Pulaski PD

Director Larry Ullmer – County Rescue
Chief Andrew Smith – Green Bay PD
Chief Kurt Minten – Lawrence FD
Chief Tom Kujawa – UW-Green Bay PD

MEETING NOTICE AND AGENDA

A meeting of the Brown County Public Safety Communications Advisory Board has been set for

Wednesday, July 27th, 2016 at 10:00 a.m.
Brown County PSC – 3028 Curry Lane, 2nd Floor

- I. Call to Order
- II. Roll Call
- III. Approval of the Agenda
- IV. Approval of the Minutes from:
 - May 11, 2016
- V. Communications Center Update
- VI. Phone/CAD Upgrades
- VII. Standardized Operating Procedures
- VIII. Dispatch Users Group (DUG) Update
- IX. Roundtable
- X. Other Matters
- XI. Next Meeting: October 26, 2016 at 10:00 a.m. – PSC Gulbrand Training Room
- XII. Adjourn

Cullen Peltier - Director
Public Safety Communications

Any person wishing to attend whom, because of disability requires special accommodations should contact Brown County Public Safety Communications Department at (920) 391-7400, at least two working days in advance of the meeting for special arrangements to be made. Notice is hereby given that action by the Public Safety Advisory Board may be taken on any of the items, which are described or listed on the agenda.

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Guy Zima, Chairman

Erik Hoyer, Vice Chairman

MENTAL HEALTH TREATMENT COMMITTEE: AD HOC

Monday, July 27, 2016

12:30 p.m.

1st Floor Conference Room, Board Room A

Sophie Beaumont Building

111 N. Jefferson Street, Green Bay, Wisconsin

- I. Call to Order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of April 15, 2016.
-
1. Discussion, review and possible action: Request that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and treatment; and 2) children, adolescent and adult mental health treatment.
 2. Discussion, review and possible action: Request that the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population.
 3. Report re: Sequential Intercept Mapping.
 4. Such other matters as authorized by law.

Guy Zima, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.



JULY 2016

Mental Health Ad Hoc

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	 County Board Office <i>Closed</i>	4 Ed & Rec @ PMI 5pm Tour 5:30 Meeting	5 Public Safety 11:00 am Admin Cmte 6:15 pm	6 7	8	9
10	11 Executive Cmte 5:30 pm	12	13	14	15	16
17	18	19 Veterans Recognition Subcmte 4:30 pm	20 Public Safety 5:00 pm Spec Admin 6:30 pm Board of Supervisors 7:00 pm	21 Human Services 5:30 pm	22	23
24	25 Land Con 6:00 PD&T 6:15 pm	26 	27 Mental Health Ad Hoc 12:30 pm	28	29	30
31						

BROWN COUNTY COMMITTEE MINUTES

- Human Services Board (July 14, 2016)
- Library Board (June 16, 2016)
- Library Board Special Meeting (June 21, 2016)
- Neville Public Museum Governing Board (July 11, 2016)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, July 14 in in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Paula Laundrie, Susan Hyland, Carole Andrews, Craig Huxford, Bill Clancy,
Jesse Brunette

Excused: JoAnn Grashberger

Also

Present: Erik Pritzl, Executive Director
Nancy Fennema, Deputy Director
Eric Johnson, Finance Manager
Luke Schubert, Hospital & Nursing Home Administrator
Nursing student

1. Call Meeting to Order:

The meeting was called to order by Chairman Lund at 5:15 pm.

2. Approve/Modify Agenda:

LAUNDRIE/ANDREWS moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of June 9, 2016 Human Services Board Meeting:

ANDREWS/HUXFORD moved to approve the minutes dated June 9, 2016.
The motion was passed unanimously.

4. Executive Director's Report:

Executive Director Pritzl handed out his report (attached).

Q: Citizen Board Member Laundrie asked if many of the clients that go to the CTC have co-occurring issues.

A: Executive Director Pritzl that they could have a substance use issue or co-occurring issues. The concept would be to bring them to Bay Haven first in order for them to meet with a treatment group and then move onto an assessment. We are still working to figure out the best route for residential treatment needs.

Q: Citizen Board Member Andrews asked if we treat patients from other counties at our facility where other counties are responsible for payment.

A: Executive Director Pritzl said that we serve more out of county adults than children. We do have emergency detentions that we handle when needed.

Citizen Board Member Laundrie wanted to state that the Pillars of Leadership we shared is a wonderful hands-on tool for anyone working in the department to know what leadership is going to provide.

Director Pritzl invited the board members to attend an agency fair we are hosting in September and handed out the flyers.

ANDREWS/LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

5. Administrator Report (CTC):

The NPC monthly report was submitted with the board packet agenda. CTC Administrator Schubert highlighted parts of his report. He stated we are aiming for a Sept 1 or Oct 1 start date for the pharmacy vendor.

DHS 124 regulations which cover our psychiatric hospital have been left to 'sunset' as of July 1st which means that we need to follow federal regulations only and not the combination of state/federal regulations.

Schubert stated that we have not replaced the Laboratory Manager who retired and are two months in with data collection. We have been sending 90% of our lab testing to Bellin with the exceptions being five tests we have been granted waivers for. The process thus far has been working very seamlessly with a good turnaround time. We will now analyze the financial impact of not running an in-house lab. We do have a contract with Bellin but haven't utilized them in the past for these services. If we are going to go down the path of contracting out lab services out permanently, we would go through the Request for Proposal (RFP) process. The remaining lab staff will still be needed for blood draw and specimen collection.

HUXFORD/HYLAND moved to receive and place on file.

Motion was carried unanimously.

6. Financial Report:

Financial Manager Eric Johnson handed out financial sheets for CTC and Community Programs (attached). For CTC, our YTD budget is showing a deficit in expenses, primarily due to depreciation. We are looking to break even from a cash flow standpoint. The CTC budget is doing very well compared to last year and we continue to move in the right direction.

For Community Programs, our current deficit does include the budgeted expense for the new mental health initiatives. With that planned amount taken into account, we have a slightly favorable bottom line.

For both CTC and Community Programs, we have variances in personnel costs, specifically employee benefits. Those are somewhat out of our control but we want to make that up in other areas if we can.

LAUNDRIE/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

7. Statistical Reports:

Please refer to the packet which includes this information.

ANDREWS/HYLAND moved to receive items 7 a-d and place on file.
Motion was carried unanimously.

- 8. Approval for New Non-Continuous Vendor Provider & New Provider Contract:**
Please refer to the packet which includes this information.

ANDREWS/LAUNDRIE moved to receive item 8 and place on file.
Motion was carried unanimously.

- 10. Other Matters:**

Executive Director Pritzl stated that Molly Hillmann, Contracts Manager, changed the information presented on providers to present more relevant information. Citizen Board Member Laundrie stated it was appreciated.

Next Meeting: Thursday, August 11, 2016
5:15 p.m. – Community Treatment Center Room 365

- 13. Adjourn Business Meeting:**
HUXFORD/HYLAND moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:57 p.m.

Respectfully Submitted,

Kara Navin
Office Manager

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Phone (920) 448-6000 Fax (920) 448-6126

Erik Pritzl Executive Director

To: Human Services Board
Human Services Committee

From: Erik Pritzl, Executive Director

Date: July 14, 2016

Re: Executive Director's Report

Activities since the last time the Human Services Board and Committee are summarized below by the primary division area of the department.

Community Programs

Behavioral Health

Mental Health Initiatives:

- The Request for Proposals (RFP) related to the Day Report Center has been closed, and proposals have been received. Scoring has been completed, and reference checks will be completed before the end of July.
- Department staff have drafted a guide and information associated with detoxification services. These are in the final review stage, and are targeted for distribution in July. One of the concepts includes utilizing our outpatient orientation group, substance abuse assessment, and Bay Haven Community Based Residential Facility for continued assessment and support for high relapse risk individuals.
- Mobile Crisis Expansion was approved previously, and the contracted provider, Family Services, has been successful in recruiting and filling all positions. We will monitor reports from Family Services for increasing mobile crisis contacts in the community.
- The department continues to evaluate the purchasing or provision of residential substance abuse treatment services.

Children, Youth and Families (CYF)

CYF Manager:

We are currently recruiting for a new Children, Youth and Families Manager. During this



interim period, Kevin Brennan (Child Protection Supervisor) has picked up interim duties related to the Child Protection area, and Nancy Fennema (Deputy Director) has picked up interim duties related to CABHU, Shelter Care and Juvenile Justice. Both individuals have taken these duties on in addition to their regular work, and I appreciate them for doing so.

Children's Mental Health:

There was an article in the Green Bay Press Gazette on July 10, 2016 related to children's mental health services, and the lack of local funding in Brown County for these services. I noted when contacted by the reporter that Brown County's numbers were surprising because we have increased services in this area, and now have an array that includes:

- Child, Adolescent Behavioral Health Unit (CABHU)
- Coordinated Services Teams
- Comprehensive Community Services
- Children's Long Term Support
- Birth to Three

There are likely other services specific to this population being provided through the Child Protection Unit and Juvenile Justice unit. Some of the service expansion has taken place after the reporting period used in the article (2014.) Expenses in this area could be reported for target groups or service codes that would not have been identified specifically as mental health. We are looking into this further.

Community Treatment Center

The utilization of the three units of the Community Treatment Center continues to be higher than 2015:

- The Nicolet Psychiatric Center unit is showing an average daily population of 11.3 for the year, with June's utilization slightly higher 12.7. We continue to see higher utilization by Brown County in 2016 (78%) vs. 2015 (67 %.)
- The Bay Haven CBRF unit had an average daily population of 4.5 in May, bringing the year to date average daily population to 3.7, which is just over the budgeted average of 3.6. This is a significant improvement over 2015, when the year to date average was 1.0 as of the end of June.

It is worth noting that the Community Treatment Center residential units have been working with some staff shortages due to position vacancies, and medical leaves. This has increased utilization of agency staff and overtime to meet the needs of residents.

General Department Updates

Pillars of Professional Leadership:

Our management team spent a considerable amount of time crafting this document (attached), that highlights our priorities as leaders. Through the discussions, we settled on the name of Pillars of Professional Leadership because we believe they support positive practice. As a group, we aspire to practice these pillars and encourage others to do the same. I thought it was important to include these with the report so that others could see what we are working on with respect to agency culture and leadership.

Pillars of Professional Leadership

Brown County Human Services leaders aspire to demonstrate:

Personal Accountability

Meet commitments by accurately assessing the necessary time and resources needed.
Acknowledge if you are unable to meet a deadline and convey to those affected with a revised plan for success.

Communication

Provide positive feedback, celebrate successes, address challenges or simply take time to listen and talk to improve comprehension and common understanding.

Integrity

Consistently conduct yourself with high ethical standards regardless of who is watching. Live up to your word, deliver on promises made and align your beliefs and actions.

Kindness

Practice the "Golden Rule" by treating others as you want to be treated. Be open, honest, and approachable, free from any pre-existing assumptions.

Fairness

Act impartially and honestly in accordance with accepted rules and standards.

Consistency

Be predictable in demeanor and approach across all program areas. Strive to create an environment where others know what to expect and are treated equitably.

Trustworthiness

Keep your promises and honor your commitments. Give others reason to rely on your words and actions, recognizing that trust can take a lifetime to build but only a moment to destroy.

Ethical Behavior

Embody personal moral principles and organizational standards expected of your professional discipline.

Empathy

Recognize and validate emotions in others and imagine what they are experiencing. Accept that each individual is unique and embrace differences.

Collaboration

Work with your peers, leaders, clients and community members in combining skills and resources towards fulfilling the department mission for the good of Brown County citizens.

By demonstrating these values, we promote a strong organizational culture; empower our workforce; and build a common shared purpose to achieve our goals.



Community Programs

Through 05/31/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% used	Prior Year YTD
Fund 201 - CP								
REVENUE								
Property Taxes	16,249,887.00	16,249,887.00	1,354,157.25	.00	6,770,786.25	9,479,100.75	42	6,275,313.35
Intergov Revenue	31,465,027.00	31,478,270.00	2,826,108.42	.00	13,449,762.84	18,028,507.16	43	32,690,554.99
Pub & Comm	2,183,021.00	2,213,521.00	198,265.98	.00	936,518.14	1,277,002.86	42	870,479.22
Miscellaneous Revenue	49,400.00	49,400.00	(96,321.24)	.00	70,734.43	(21,334.43)	143	49,359.87
Other Financing Sources	530,500.00	500,000.00	41,666.00	.00	208,333.00	291,667.00	42	12,790.00
REVENUE TOTALS	\$50,477,835.00	\$50,491,078.00	\$4,323,876.41	\$0.00	\$21,436,134.66	\$29,054,943.34	42%	\$39,898,497.43
EXPENSE								
Management Costs	18,204,396.00	18,204,396.00	1,634,290.88	.00	7,650,433.86	10,553,962.14	42	8,019,834.46
Operating Expenses	33,215,383.00	33,217,883.00	2,453,143.53	49,515.26	13,747,026.59	19,421,341.15	42	31,940,573.45
Outlay	.00	.00	.00	.00	(165.00)	165.00	+++	13,267.90
EXPENSE TOTALS	\$51,419,779.00	\$51,422,279.00	\$4,087,434.41	\$49,515.26	\$21,397,295.45	\$29,975,468.29	42%	\$39,973,675.81
Fund 201 - CP Totals								
REVENUE TOTALS	50,477,835.00	50,491,078.00	4,323,876.41	.00	21,436,134.66	29,054,943.34	42	39,898,497.43
EXPENSE TOTALS	51,419,779.00	51,422,279.00	4,087,434.41	49,515.26	21,397,295.45	29,975,468.29	42	39,973,675.81
Fund 201 - CP Totals	(\$941,944.00)	(\$931,201.00)	\$236,442.00	(\$49,515.26)	\$38,839.21	(\$920,524.95)		(\$75,178.38)
Grand Totals								
REVENUE TOTALS	50,477,835.00	50,491,078.00	4,323,876.41	.00	21,436,134.66	29,054,943.34	42	39,898,497.43
EXPENSE TOTALS	51,419,779.00	51,422,279.00	4,087,434.41	49,515.26	21,397,295.45	29,975,468.29	42	39,973,675.81
Grand Totals	(\$941,944.00)	(\$931,201.00)	\$236,442.00	(\$49,515.26)	\$38,839.21	(\$920,524.95)		(\$75,178.38)



Community Treatment Center

Through 05/31/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 630 - CTC									
REVENUE									
Property Taxes	2,797,019.00	.00	2,797,019.00	233,084.92	.00	1,165,424.60	1,631,594.40	42	1,074,284.60
Intergov't Revenue	4,006,480.00	.00	4,006,480.00	327,013.70	.00	1,684,182.08	2,322,297.92	42	1,253,833.82
Public Charges	3,826,594.00	.00	3,826,594.00	322,917.92	.00	1,577,599.36	2,248,994.64	41	1,387,033.61
Miscellaneous Revenue	1,569,820.00	.00	1,569,820.00	147,276.24	.00	748,529.58	821,290.42	48	570,690.05
Other Financing Sources	.00	6,397.00	6,397.00	.00	.00	6,397.20	(.20)	100	.00
REVENUE TOTALS	\$12,199,913.00	\$6,397.00	\$12,206,310.00	\$1,030,292.78	\$0.00	\$5,182,132.82	\$7,024,177.18	42%	\$4,285,842.08
EXPENSE									
Personnel Costs	8,825,562.00	6,397.00	8,831,959.00	830,791.82	.00	3,897,108.86	4,934,850.14	44	3,764,063.06
Operating Expenses	4,178,122.00	.00	4,178,122.00	346,651.61	.00	1,793,234.55	2,384,887.45	43	1,767,937.61
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	1,326.74
EXPENSE TOTALS	\$13,003,684.00	\$6,397.00	\$13,010,081.00	\$1,177,443.43	\$0.00	\$5,690,343.41	\$7,319,737.59	44%	\$5,533,327.41
Fund 630 - CTC Total									
REVENUE TOTALS	12,199,913.00	6,397.00	12,206,310.00	1,030,292.78	.00	5,182,132.82	7,024,177.18	42	4,285,842.08
EXPENSE TOTALS	13,003,684.00	6,397.00	13,010,081.00	1,177,443.43	.00	5,690,343.41	7,319,737.59	44	5,533,327.41
Fund 630 - CTC Total	(\$803,771.00)	\$0.00	(\$803,771.00)	(\$147,150.65)	\$0.00	(\$508,210.59)	(\$295,560.41)		(\$1,247,485.33)
Fund 630 - CTC									
REVENUE TOTALS	12,199,913.00	6,397.00	12,206,310.00	1,030,292.78	.00	5,182,132.82	7,024,177.18	42	4,285,842.08
EXPENSE TOTALS	13,003,684.00	6,397.00	13,010,081.00	1,177,443.43	.00	5,690,343.41	7,319,737.59	44	5,533,327.41
Fund 630 - CTC Total	(\$803,771.00)	\$0.00	(\$803,771.00)	(\$147,150.65)	\$0.00	(\$508,210.59)	(\$295,560.41)		(\$1,247,485.33)

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **June 16, 2016** at **5:15 p.m.** at the **Brown County Wrightstown Branch Library, 615 Main Street, Wrightstown, WI**

PRESENT: MIKE AUBINGER, CHAD BIANCHI, NATHAN JESKE, DAVID RUNNING, JOHN VAN DYCK and CHRISTOPHER WAGNER

EXCUSED: BOB NIELSEN and JOHN VANDER LEEST

ALSO PRESENT: Brian Simons, Curt Beyler, Lori Denault, Sue Lagerman, and Emily Rogers (staff); Kathy Pletcher, Denmark; Carla Buboltz, Wrightstown; and Beth Lemke (Neville Public Museum).

CALL TO ORDER President Aubinger called the meeting to order at 5:37 p.m.

II. APPROVE AGENDA AND MINUTES

There were no changes to the agenda or minutes. **Motion** by Van Dyck, seconded by Bianchi, to approve the agenda and the May minutes. **Motion carried.**

III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC None.

IV. LIBRARY BUSINESS

A. Financial Manager's Report, Bills and Donations

There were no bills out of the ordinary. The library is still short about \$32,000 in meeting its turnover reduction of \$65,000. There may be savings in utilities and BCTS chargebacks which could offset turnover reduction. **Motion** by Jeske, seconded by Running, to approve the May 2016 financial report and May, 2016 Gifts, Grants and Donations as follows:

Brown County Library Gifts, Grants & Donations Report June 2016

Gifts & Donations

06/01/16	James & Anita Hayes	100.00	Southwest Improvements
06/10/16	Friends of Brown County Library	1,627.94	Program Supplies
06/10/16	Literacy Green Bay	50.00	Summer Reading Adventure
06/15/16	Demco (disc drive)	274.90	Summer Reading Adventure
06/15/16	Anita Sevcik	100.00	Electronic Books
	Ashwaubenon	18.28	Donation Box
	Bookmobile		Donation Box
	East	41.75	Donation Box
	Weyers/Hilliard	27.04	Donation Box
	Central Circulation	32.01	Donation Box
	Kress	41.57	Donation Box
	Pulaski	12.00	Donation Box
	Southwest	7.88	Donation Box
	Wrightstown	13.07	Donation Box
	Total Donations	\$ 2,346.44	

Motion carried.

V. FACILITIES REPORT

Central Library: lower level is nearly complete; new doors are nearly all hung and the Nanawall will be installed next week. The parking lot is finished and one catch basin was replaced. A storm drain was replaced in the lower level, including 2 wye fittings. Brian and Curt are going to try and trace the lines so future situations/issues might be identified. Cracks form on top of pipes and a

lot of water and pressure causes water to be forced out. Wagner suggested using a camera for some of this exploration. Jeske asked if the building's climate could be adding to the deterioration of the pipes.

Two 15x15 areas in front of the East Branch were cleared out and re-landscaped. NEW Lutheran constructed benches and tables; library staff installed 32 plants, and pavers will be added for accessibility. Credit for this project goes to NEW Lutheran, BCL and Gnome Games (financial support).

Resolution to authorize the use of bonded funds for library Renovation: Public Restrooms

This was approved at full County Board last night. The request was originally for \$250,000 for six public bathrooms but after Boldt looked at code more closely, it was determined that eight bathrooms would have to be renovated. This change leaves a shortfall of about \$39,000. The resolution was amended on the floor of the County Board Meeting to \$289,695 which includes funds for the eight restrooms and the Boldt design fees, plus a 5% contingency. The Library Board will call a special meeting next week to approve the bid and ensure the funds are encumbered by July 1.

VI. DISCUSSION AND POSSIBLE ACTION REGARDING HGA FACILITIES MASTER PLAN Van Dyck suggested a separate meeting to discuss the plan. Simons noted that the plan is what we asked for – it is based on our needs and each need has options. Wagner wondered about safety and security since there was no mention of walkability/bike racks, etc. Simons replied that individual building safety would come into play with next step. Jeske commented that it should be the charge of the person/agency advocating for co-location and not that of the library's. Since the County's spending for 2017 is already committed, the library should start planning for 2018. Much of the August Library Board meeting will be dedicated to discussing the HGA report. The report will be emailed to County Supervisors so that they have the opportunity to review it before the August meeting.

VII. PRESIDENT'S REPORT None.

VIII. LIBRARY DIRECTOR'S REPORT Simons reported that the Governor's Archives Award for Advocacy will be presented to Mary Jane Herber on October 6 with a reception to follow prior to a Local History Series program. Another \$10,000 match gift for Ashwaubenon was received. The Einstein Project gifted an art sculpture for the children's edible garden. BC Library was Wisconsin's Library of the Month through Badgerlink.

A process for preparing the 2017 budget was proposed as follows: Library builds an acceptable budget with Board's direction prior to receiving the levy amount. The Board would approve what the library needs. Adjustments to that budget would then take place to meet the levy. Then the next step would be for Ed & Rec to approve one or the other or somewhere in between. This process is very similar to the one used by municipal libraries. The Board advised to base the budget on what is needed to maintain operations coupled with additional needs and not necessarily hold to an overall percentage increase. The Board would like to review three years of actuals; current budget (approved); 12-month estimate; and the 2017 budget.

Staff and Lemke left the meeting at 7:00 p.m.

CLOSED SESSION:

IX. OPEN SESSION: DISCUSSION AND POSSIBLE MOTION TO COVENE IN CLOSED SESSION

Motion by Running, seconded by Jeske, to move into closed session at 7:01 p.m. Roll call vote: Aye: Bianchi, Van Dyck Running, Jeske, Aubinger, and Wagner. Nay: None. **Motion carried.**

X. CLOSED SESSION PURSUANT TO WIS. STAT § 19.85(1)(C) FOR THE PURPOSE OF CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY – STAFF COMPENSATION AND PERFORMANCE EVALUATION OF DIRECTOR

XI. RECONVENE IN OPEN SESSION: APPROVE ANY ACTION THAT MAY HAVE BEEN RECOMMENDED IN CLOSED SESSION

Motion by Bianchi, seconded by Running, to move into open session at 8:43 p.m. Roll call vote: Aye: Bianchi, Van Dyck Running, Jeske, Aubinger, and Wagner. Nay: None. **Motion carried.**

Motion by Van Dyck, Seconded by Bianchi to retroactively award B. Simons the pay raise as defined by his employment agreement. **Motion carried unanimously.**

XII. OLD BUSINESS

XIII. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

XIV. ADJOURNMENT

Motion by Van Dyck, seconded by Jeske, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 8:45 p.m.

NEXT REGULAR MEETING

July 21, 2016

Central Library

5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A special meeting was held on **June 21, 2016** at **5:00 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

PRESENT: MIKE AUBINGER, CHAD BIANCHI, NATHAN JESKE, DAVID RUNNING, JOHN VAN DYCK, JOHN VANDER LEEST and CHRISTOPHER WAGNER

EXCUSED: BOB NIELSEN

ALSO PRESENT: Brian Simons and Sue Lagerman (staff)

I. CALL TO ORDER

The meeting convened at 5:00 p.m.

II. APPROVE/MODIFY AGENDA

There were no changes to the agenda.

III. APPROVE BIDS RECEIVED FOR LIBRARY RENOVATION: PUBLIC RESTROOMS

Two bids were received. Milbach Construction was the low bid. **Motion** by Wagner, seconded by Vander Leest, to approve the bid to expend 425 funds to remodel eight public bathrooms as stipulated by the Milbach bid and with the addition of the Boldt architecture and engineering fees in the amount of \$289,695.

Motion carried.

IV. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW None.

X. ADJOURNMENT

Motion by Wagner, seconded by Vander Leest, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 5:07 p.m.

NEXT REGULAR MEETING

July 21, 2016

Central Library

515 Pine Street, downtown Green Bay

5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, July 11, 2016 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Kramer Rock, Sandy Juno, Erik Hoyer and Tom Sieber

ALSO PRESENT: Fox 11 Ben Krumholz, Kathy Lefebvre, Louise Pfothner, Kasha Huntowski, Kevin Cullen and Beth Lemke

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:34PM.

2. APPROVE/MODIFY AGENDA

Motion made by Erik Hoyer and seconded by Kramer Rock to approve the agenda.

Vote taken. MOTION APPROVED UNANIMOUSLY.

3. Museum Director Report. Museum Director Lemke asked Collections Manager Louise Pfothner to provide the background of the repatriation request from the Ho-Chunk Nation of Wisconsin. Museum Collections Committee and Museum Director Lemke recommended repatriation in compliance with the Native American Graves Protection and Repatriation Act, 43CFR 10.

Motion made by Erik Hoyer and seconded by Sandy Juno to approve the deaccession and proceed forward with the repatriation request of one nearly complete skeleton of 35-50 year old male Native American and thirty-three potsherds [object number 6360/1980.59 (530/277)] to the Ho-Chunk Nation of Wisconsin.

Vote taken. MOTION APPROVED UNANIMOUSLY.

Motion made by Tom Sieber and seconded by Kramer Rock to approve the deaccession and proceed forward with the repatriation request of a partial skeleton of adult, possibly female, probably native American and thirty-eight pot sherds (object number 1300/258) to the Ho-Chunk Nation of Wisconsin. Vote taken. MOTION APPROVED UNANIMOUSLY.

Motion made by Erik Hoyer and seconded by Tom Sieber to approve the deaccession and proceed forward with the repatriation request of a partial skeleton of a 35-50 year old Native American and one copper point, one antler flaker, and one vial with bone fragments and red ochre stained sand (object number NPM 33) to the Ho-Chunk Nation of Wisconsin. Vote taken. MOTION APPROVED UNANIMOUSLY.

Motion made by Sandy Juno and seconded by Tom Sieber to approve the deaccession and proceed forward with the repatriation request of a vertebrae, hand and foot bones, ribs, radius fragment, sternum, temporal bone, and part of a mandible from at least one adult Native American (no object number) to the Ho-Chunk Nation of Wisconsin and the Menominee Tribe of Wisconsin. Vote taken. MOTION APPROVED UNANIMOUSLY.

Discussion ensued. Tom Sieber and Erik Hoyer asked about the specific repatriation plans. Louise Pfothner stated that the action taken by the Board allows her to start the conversation. Tom Sieber and Erik Hoyer both shared that if there was to be a ceremony that was open to the public they would like to attend. Museum Director Lemke stated that she would report at future Governing Board meetings status updates of the repatriation plans. Chairman Kuehn asked if there would be other requests coming to the Board. Louise

Pfotenhauer stated yes likely, so due to a slight change in the federal law in 2013 and notices the Neville Public Museum shared in late 2015.

Museum Director Lemke gave an overview and provided Board Members copies of the Pre-Design Diagrams and Explanations of the Visitor Experience and Architectural Exhibition Master Plan from Triad Creative Group. She also provided the next steps in the process to continue towards the fall 2016 completion date of the final report.

Discussion ensued; staff was commended on the process. Staff was also directed to continue capturing current visitor comments as well as solicit more public comments to share with the consultants to incorporate into the final document. Museum Director Lemke stated she and Foundation Director Huntowski had a plan in place to gather more public comments after museum staff had the opportunity to voice their opinions.

4. Museum Deputy Director Report. Deputy Director Cullen provided an update on the instillation of *Eyes on the Sky* astronomy exhibit opening Saturday, July 16th.

Deputy Director Cullen updated on the 5/20 and 5/21 Public Archaeology Programming. Over the course of the 2 days, 3 survey grids were collected with a total area of 5,433 cubic feet. The depth that the GPR was looking was just over 6 feet deep. After processing the data, it was clear that there is large amount of disturbance in the first 2 feet or so, likely from the past hundred years of railroad activity. However, below 2 feet things got interesting.

Around three feet below the surface, a series of anomalies appeared in all of the survey grids we collected. Once the grids were stitched together at the same depth, a pattern emerged that strongly points to these anomalies as being human-made and possibly associated with the historic Fort Howard. At this time, we cannot confirm that what the GPR is showing us is the fort but if there was to be a controlled archaeological excavation, we can recommend an exact location to dig. An excavation would prove if what we are seeing are the remains of wall foundations or something else. With the permission of Brent Weycker, and during the youth archeology summer camp Deputy Director Cullen continued surveying the area behind Titledown Brewery in order to piece together a much larger understanding of Fort Howard. His work is ongoing and his report will be submitted to the Office of the State Archaeologist in Madison, WI to add to the existing archeological record.

5. Such other matters as authorized by law:
Foundation Director Huntowski updated the Board on the background and logistics of how the Neville Team plans to capture current public interest on the Pokémon Go phenomenon. From Pokemon's March press release: "Explore cities and towns around where you live and even around the globe to capture as many Pokémon as you can.... Also look for PokéStops located at interesting places, such as public art installations, historical markers, and monuments, where you can collect more Poké Balls and other items." The Neville Public Museum is surrounded by nine beacons and on Wednesday, July 13th will be utilizing social media to Tweet & Facebook post that *lures* will be coming from the museum around the museum markers. Staff will monitor, record, evaluate what happens, and report out at the next meeting.

2016 Governing Board Meeting Dates

Monday, August 8, 2016

Monday, September 12, 2016

Monday, October 10, 2016

Monday, November 14, 2016

Monday, December 12, 2016

Next meeting of the Neville Public Museum Governing Board will be **Monday, August 8, 2016 at 4:30pm.**

6. Adjournment. Chairman Kuehn called the meeting to an end at 5:33 PM. Motion made by Kramer Rock and seconded by Sandy Juno to approve. Vote taken. MOTION APPROVED UNANIMOUSLY.